



DEPARTMENT OF THE ARMY  
INSTALLATION MANAGEMENT AGENCY  
EUROPE REGION  
UNIT 29353, BOX 200  
APO AE 09014

IMEU-PLD

MEMORANDUM FOR REGION DIRECTOR

*Approved  
by DRD 18 May 06*


SUBJECT: IMA-EURO 2<sup>nd</sup> Synchronization Conference Documentation

1. Request Region Director's approval of the documents as follows:

- Encl 1 – Minutes with discussion highlights
- Encl 2 – Facilities and Logistics Breakout Session
- Encl 3 – Community Support Breakout Session
- Encl 4 – Military Personnel Breakout Session
- Encl 5 – Due-Outs.

2. Upon the Region Director's approval, documentation will be posted on the AKO Synchronization Site and due-outs will be forwarded to appropriate organizations for taskers.

3. Point of contact for this action is Ms. Jeanne Wasko, [Jeanne.Wasko@us.army.mil](mailto:Jeanne.Wasko@us.army.mil), DSN 370-7586.

  
KATHLEEN KW AHSING  
Chief, Plans Division

Encs  
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IMEU-PLD

SUBJECT: IMA-EURO 2<sup>nd</sup> Synchronization Conference Minutes and Due-Outs

G1 USAREUR

G3 USAREUR

G4 USAREUR

G6 USAREUR

G8 USAREUR

REGIONAL DIRECTOR, CHRA Europe

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CDR, 7<sup>th</sup> ATC

CDR, V Corps Rear

CDR, 1AD

CDR, 1ID

IMA-EURO Synchronization Conference  
FY06 Stationing Actions  
9 May 2006

Discussion Highlights

(NOTE: Those items in *red font and italicized* are reflected in separate due outs list)

Opening Comments – COL Earle (IMA-EURO Deputy)

- Welcomed participants and encouraged open discussions and sharing of lessons learned.

Opening Comments – Mr. Chesarek (GR2)

- USAREUR has no funding available that can be used for garrison support of transformation.
- Where possible, close facilities and sites as early as possible, even though the community may not be scheduled for closure until a later date – save resources and get ahead of the power curve.

IMA-EURO Plans Overview- Brad Averill

- No issues - see slides

IMA-EURO Log Update – Jeff Schott

- Timely issuance of orders is the key to success of the transportation process.
- Have seen increase in late shipping requests (as Soldier orders received late).
- In regards to the accountability and turn-in of installation property at closing garrisons, the unit manages the reconciliation and turn-in process until it is no longer feasible due to a loss of MTOE equipment and MIL manpower. At this point, the garrison assumes responsibility for final close out.
- Stryker is currently priority for relocation and allocation of furniture.
- All installation property (e.g. office/administrative furniture), to include that originally purchased by a unit, is owned by IMA and disposition/reallocation of all installation property is the responsibility of the garrison ICW the IMA-EURO Region HQ.

IMA-EURO Funding Update – Steve Pratt

- COL Earle – IMA doesn't have enough money to cover the bills for this year, which is not a new scenario. We don't know where money will come from at this point, but we will continue to provide essential services. Mr. Hall and GEN McKiernan are back at DA to discuss funding issue.
- SRM spending has been put on hold, additional guidance will come from mid-year review, but even a shift from SRM won't pay all the BOS bills.
- \$190 million of the \$243 million shortfall considered "must funds."
- Mr. Chesarek -- USAREUR should not be listed as a possible bill payer
  - a) transfer from mission account to BASOPS is against regulation
  - b) fundings aren't available
  - c) if funds become available, training is the top priority
- Not all garrisons have the same % of SRM requirements funded.

#### 5<sup>th</sup> Signal Command – COL Fraley

- 5<sup>th</sup> Sig will reutilize Franconia assets in Graf, as there are many newer assets in Franconia. 87% of IT equipment in Franconia is recoverable, much of it still covered by warranty.
- 5<sup>th</sup> Sig needs help ensuring that equipment does not get “inadvertently” packed up with units -- voltage and warranty issues/discrepancies make much of it unusable in CONUS anyway.
- Make sure you know what buildings you’d like to move to when considering your IT requirements, different costs associated with different types of facilities and SIPR/NIPR requirements (e.g. converting Barracks into HQ bldg.).
- All services in BENELUX have been consolidated under single DOIM concept mandated by DA.
- All systems monitoring will be consolidated and performed through Mannheim.
- 5<sup>th</sup> Sig will set up a processing center in Italy to accomplish same consolidation as in BENELUX.
- Consolidated Service Desks (there are currently 21) will consolidate into one facility in Kaiserslautern.
- SIPR issues, etc. can affect planning factors for building locations/types.
- Mr. Chesarek – 5<sup>th</sup> Sig is already about 2 years ahead of everyone, including USAREUR, regarding manpower issues. Already know what they are getting rid of, well beyond others in their processes, others may want to examine what they have accomplished and learn from it.
- NETCOM (5<sup>th</sup> Sig’s higher HQ) wants to reinvest savings from Europe in Europe to further advanced capabilities.
- *Wireless pilot is currently ongoing at 21<sup>st</sup> TSC – hopefully, feedback will be available by next synch conference. Concerns with security will be addressed.*

#### USAG Grafenwoehr – COL Boyle

- Timely orders from G1 key to supporting incoming Soldiers.
- 2CR ADVON, to include family members and pets, will begin arriving 3<sup>rd</sup> week of May; charter flight will be arriving in Nuernberg.
- Medical Services- will see normal issues associated with turnover of staff this summer.
- BMM support needed to assist with Inprocessing Training Center and Community Mail Rooms.
- BLUF- mission is to bring in brigade and set them up for success. Transportation plan being worked to get Soldiers to in-processing facilities from housing in outlying villages until POVs arrive. Contract buses planned for now, with possible requirement to extend enhance service through October. Current cost estimate is \$500-600K (was initially \$750K), with continued emphasis to further decrease the cost.
- Government quarters available for most families, utilizing quarters as far out as Weiden; will still have about 75 families requiring private rentals.
- Arrival of 2CR main body expected to begin about 19 June.

#### USAG Heidelberg – Rock Schmidt

- *Procedures are not clear in Commanders' checklists for turn in of weapons and ammo.*

#### USAG Hessen – COL Williams

- 4 Bde/ 1<sup>st</sup> ID return this year.
- Saw issue with decrease in staffing at CDCs and other community services as family member employees departed, issue has been worked.
- No other issues at this time...

#### USAG Vicenza – Phil Federle

- Replacement of FM employees upon departure of spouse employees at AAFES/CDC/ Etc.

#### USAG Franconia – COL Santala

- Garrison is working through maintaining adequate workforce as family member employees begin to depart. Some FM vacated FM positions have been backfilled with temp Local National employees. There are some skill sets or required expertise that aren't as easily filled (e.g. transportation). Just completed mock-RIF for US Personnel (DAC/NAF). Foresee a decrease in workforce after 19 May (early release date for DODDS).
- Garrison is working to clear govt/leased housing scheduled for closure by offering incentives to Soldiers to move. If Soldiers are reluctant to take the incentives and move voluntarily, GC and unit commander will talk with Soldier to encourage them to take incentives -- confident that they will be able to close housing areas on schedule through use of incentives.
- May have to retain leases (leased housing) longer than desired, but will do what is right for families. May also expand use of private rentals.
- Mr. Rasper – some leased units do not meet AT/FP standards and lease is getting ready to end; waiver will not be submitted to extend the lease.
- COL Ellis – USAREUR G1 goal is that affected footprint has NO holdovers or stragglers past a unit's E-date. Tracking about 100 potential holdovers in 1ID now, which is a significant decrease from ~400 previously projected. Will continue to work the remainder one at a time to reduce the number further. Also, some Soldiers are in positions that are still needed within USAREUR – makes more sense to move these Soldiers within USAREUR rather than send them back to CONUS and bring another Soldier/family over.
- There is a recognized need for MILCON to bring facilities up to standard in Ansbach as an enduring community.
- AFH in Ansbach- Influx of personnel exceeds Housing capacity- working on expanding private rental inventory, looking at leased property, may retain some leased property currently planned for return. Illesheim has surplus of housing units, so USAG Ansbach as a whole has a surplus, just might not be the right type or size unit.
- Cash flowing unit moves must continue; currently cash flowing moves with understanding of reimbursement from MPA.

- May have some emergent requirements for housing in Ansbach, look at possible reimbursement of immobilien fees etc.

#### Things to Consider for Afternoon Breakout Sessions – BG Palmer

- *Need to find better ways to share information and cross stovepipe boundaries:*
  - *Maintain visibility of personnel movements (G1 has the PERDROPS, or Personnel Disposition Roster / Preference Statement, system for unit commanders to maintain visibility of Soldiers' status).*
  - *Organizational visibility over equipment, furniture, logistics, to include both mission units and garrison.*
  - *Some sort of knowledge network to give garrison commanders capability to cross talk, avoid duplication of efforts, etc. (perhaps some sort of website solution...).*
- *How do we measure effects and outcome of our community support? We need to have outcome based performance metrics to ensure that we are measuring the right thing to determine whether or not we have achieved the desired effects in a garrison. This is different than just evaluating hours, facilities, functions and capabilities.*

IMA-EURO Synchronization Conference  
9 May 2006

Facilities and Logistics Breakout Session

Moderator

*Al Rasper*

Scribe

*Patricia Jackson*

**Communications:**

1. Question: Does 5<sup>th</sup> Sig Cmd have a plan to terminate telephone service at closing locations?

Garrison must link up with the respective signal battalion that provides support to that Garrison. There is a signal agent on staff who can render support assistance.

52<sup>nd</sup> Sig: Stuttgart

69<sup>th</sup> Sig: Franconia, Schweinfurt, Ansbach, Bamberg, Grafenwoehr, Hohenfels

102<sup>nd</sup> Sig: Wiesbaden, Hessen, Giessen, Baumholder, Darmstadt

43rd Sig: Heidelberg, Mannheim, Kaiserslautern

There is a tasker currently out for 5<sup>th</sup> Sig to develop its plan for telephone services for closing locations?

2. Are there any communications efficiencies that can be realized at enduring facilities (i.e. can equipment from non-enduring locations be harvested and reutilized at enduring locations)?

Each signal battalion will identify all switches in each unit's buildings. This info should also be listed on the property books. 5<sup>th</sup> Sig has already ID'd the NIPR and SIPR requirements at every installation.

*Due Out: Who owns the JSIDS equipment in facilities that are being closed, and can it be reutilized? (IMA-EURO PW)*

3. *Due Out: How will we meet telephone (internet) requirements for barracks? (MWR/AAFES)*

4. *Due Out: Region guidance out to Garrisons regarding policy on powering down equipment at the end of each day (not associated with Transformation). (IMA-EURO RCIO)*

## Logistics:

5. *Due Out: Obtain the most current USAREUR G3 guidance on blocking, bracing, and tie down material and determine if new guidance needs to be published to support the movement/return of equipment to CONUS. (USAG Heidelberg/IMA-EURO LOG)*

6. USAREUR published a FRAGO last week laying out the basics for moving installation property.

*Due Out: IMA-EURO Log Div should publish implementing guidance (which is currently being staffed with U'R G4 and USAG DOLs) for USAG PBOs on the U'R message on installation property which was published in early May. (IMA-EURO LOG)*

Golonka: Do not want units going to DRMO to turn in property. IID: Our plan has been to take all residual furniture to Larson Bks. Need standardized item descriptions.

Golonka: Need to establish a unit's installation property baseline now to use as a starting point. Need procedures in place to verify requirements, etc.

IID: Furniture is not so well-constructed. When it gets moved, it very often gets damaged to the point of no longer being usable. (Also, what about moving costs?)

7. George Murphy, USAG Heidelberg: Requests that any info which does not need to be sent via SIPR be sent NIPR instead, as Garrisons face challenges with access to good and functional SIPR stations.

Also, SIPR accounts have not been converted from ASGs/BSBs to Garrison names, so we don't know if the intended audience is receiving the message.

*Due Out: Have organization names on SIPR addresses updated from ASGs/BSBs to correct garrison name. (IMA-EURO OPS)*

Question: Must USAREUR publish all unclassified guidance on SIPR? USAREUR HQ publishes all guidance on SIPR. (Why can't this change?)

8. DFAC's- Golonka: DFAC's on Leighton Bks may need to have V Corps designate a unit to operate them. G4 is currently using a short-term solution in transformation. Will seek a longer-term plan later.

Rasper: Seems w/ downsizing, there is a point in time where the unit seeks to transfer the facility. Where will G8 get money to pay the bill for contractor cooks?

Diaz: McCully Bks MPs have no cooks.



Policy has already been disseminated by USAREUR G4 and IMA-EURO LOGDIV and RM on DFAC funding for transformation and deployment issues. Units requiring cook/manager support during transformation are to submit the requirement thru their chain of command to the USAREUR G4, Food Program Manager for funding. Once funded, the Garrison involved will use their existing contract for hiring additional DFAC personnel. For DFAC personnel requirements due to unit deployments, Garrisons will fund additional cook positions using GWOT.

**Facilities:**

9. Who will pay for disposal of hazardous waste (HW)?

DA Funding Letter says payment for disposal of HW is the responsibility of whoever generates the waste. Rasper: So how will funds transfer occur?

*Due Out: Guidance to Garrisons/Units for transfer of funds to pay for costs of HW disposal? (IMA-EURO RM)*

10. *Due Out: Portable buildings stay in place, but is there a plan in place for the disposition of containers, e.g., conex containers? (IMA-EURO LOGDIV ICW 21<sup>st</sup> TSC)*

IMA-EURO Synchronization Conference  
FY06 Stationing Actions  
9 May 2006

Community Support Breakout Session

Moderator  
*Brad Averill*

Scribe  
*Kate Gilbert*

ISSUE/QUESTION: Each rotation season USAG Schweinfurt (and presumably other garrisons as well) experience chronic underlap of military personnel in certain specialties, specifically with Chaplains and medical personnel.

- Problem is systemic (HRC level issue) and not directly connected to Transformation. It is, however, exacerbated by contingency operations.
- Problem is inherent due to school graduation dates (Family Life training, etc.) and by rotation policies concerning families with dependents in school, etc.
- One thing that can help communities is just to inform them of why they are experiencing the underlap to reduce the angst.
- Anything that can be done at the HRC level to help mitigate the problem would not have any impact until next year at the earliest.
- Concern with chaplains in communities where brigades have deployed, which often rely on reserve chaplain fills. Will need a surge upon redeployment of units. There is a plan, especially for Giessen and Bamberg, for January rotation.
- Internal cross-leveling of resources (e.g. between garrisons) can help to mitigate the impact of some of these personnel underlap periods.

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ISSUE/QUESTION: What is the “magic number” that may drive facility closures?

- All decisions to adjust services provided are made jointly between the Garrison Commander, the service provider (if other than the garrison), and the senior mission commanders – do decisions are made unilaterally, and what is in the best interests of the Army is the bottom line.
- DECA - Title 10 states that commissaries can be closed will the number of Service members supported drops below 100. However, DECA looks at other factors as well to determine impact of facility closure, such as other facilities available in the community or neighboring communities, distance, location, etc.
- AAFES – Decisions are based more on customer traffic and sales as opposed to supported population, but they also look at other factors. AAFES lets the GM's and Store Managers figure out what to do as population decreases (decrease stock, personnel, hours, etc.). May happen through natural attrition. AAFES has

capability to look at detailed sales data to evaluate when stores are or are not being used.

- Both DeCA and AAFES can and do operate non-profitable facilities in some locations in order to meet the needs of the Soldiers.
- AAFES Concessionaires (barber shops, food outlets, etc.) - AAFES doesn't own those businesses, so they may individual decisions to close down based on profitability. If something is an irritant, customers should talk to store managers to try and find out whole story.

The "right" answer may be different in each set of circumstances (how long will a community remain with decreased supported population, what else is close by, do Soldiers live here or just work here?), so there is no cookie cutter solution.

- MWR- MWR facilities face same issues and take same approach.
- Banks and Credit Unions- Both banks and credit unions are contract operations so require a little more structured approach with a set notice period to close.

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ISSUE/QUESTION: Transition of postal and personnel services from 1<sup>st</sup> PERSCOM to IMA is set for 15 June, but there is still no definitive guidance.

- *Details of this transfer are still being worked and were not ready to be presented in this Synch Conference. May be an appropriate topic for the next Synch Conference, but guidance needs to be issued prior to that since implementation is only a month away.*
- *PSB Commander in Wuerzburg can support the Franconia AOR until 15 June, but then must turn attention to deployment preparations. Who will cover down, 1<sup>st</sup> PERSCOM or IMA?*

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ISSUE/QUESTION: IMA-EURO ACES requested feedback on accuracy of closure dates so they could plan for harvesting/reinvesting savings in the Ed Centers.

- Planning dates for closures are all event driven and are tentative at this point beyond FY06.

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ISSUE/QUESTION: Some sort of outcome based performance metrics need to be developed to ensure desired effects are being achieved in our garrisons.

- Facility/service usage data can be collected to determine trends and support decision making.
- IID has had great success using Big Red One (BRO) Round-ups to promote interagency communication and problem solving.
- Web-based surveys, like the meningitis survey, can be used to collect customer feedback, but still need personal interaction.

- Need still exists to connect the dots between metrics used to make G/A/R assessments for IPRs and customer feedback – if staff assessment is green, then customer feedback should be positive.
  - *A Tiger Team may be a good idea to develop outcome based performance objectives across all services. DeCA already had a group put together that looked at this and determined hours/services required at commissaries by type and size of community. Take a look at this to avoid “reinventing the wheel”.*
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ISSUE/QUESTION: There is room for improvement in information sharing; some sort of knowledge network could help avoid problems and execute transformation more effectively/efficiently.

- *Cross-talk between garrisons is weak. For example, when Soldiers are moving from one garrison to another, Garrison Commanders should be talking and sharing information on the Soldiers and their specific needs. Each USAG currently provides a monthly SITREP to Mr. Hall and USAREUR DCG, but the Garrison CDRs don't see other garrison's SITREPs. Need to look at adding this as a topic for the next GCC-E.*
  - *Some sort of handbook or FAQs for transforming units would be helpful. Commander checklists are a good start, but aren't robust enough to provide all information commanders need. IMA-EURO will look at developing some sort of Lessons Learned or FAQs to publish to augment the checklists – will require input from all parties since we (at the Region level) usually are not the ones that get asked the questions.*
  - *Franconia has already been tasked to capture lessons learned regarding community closure, but all USAGs should be capturing lessons learned, to be consolidated and shared corporately, on all transformation actions.*
  - *Town Hall mtgs are effective, but need to have command emphasis at all levels of command. USAG Franconia believes just a name change from a “town hall” to a “transformation update” will increase community participation.*
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ISSUE/QUESTION: There is confusion over “no-cost moves” when Soldiers are reassigned to a paired community but need to move because they are currently in housing scheduled to close.

- *1<sup>st</sup> PERSCOM has regulation guide that lists paired communities, but it is outdated – USAG Franconia has put this together as an AAR item. Also, some young unit commanders were giving bad guidance to their Soldiers, telling them to relocate to the new community as the ADVON (for relocating units), without orders. When Soldiers end up with concurrent leases and no orders, who will pay the bill?*
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ISSUE/QUESTION: We need to find better ways to retain NAF personnel, who are largely responsible for providing community support services, at least in the garrison, in communities that may be closing – most of the current policies are applicable only to Appropriated Fund employees.

- There is a 12 June mtg with DA G1 to discuss NAF employment issues.
  - *This should be considered as a GCC-E Issue. MWR is becoming all NAF on 1 October. These employees will not have return rights, etc. like APF employees. NAF employees can be offered incentives to stay and probably will...what retention incentives can and should be offered to NAF employees?*
  - USAG Franconia is working to place NAF employees – they have not hired in 7 months in order to create vacancies in which to place displaced NAF employees. They currently only have about 9 part-time NAF employees left to place.
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ISSUE/QUESTION: Is there any relief to the 5-year rule for DAC employees? This is not associated directly with closure critical personnel, but directed to DACs in general that may have valuable experience that could be put to good use somewhere else in Europe if they are currently assigned to a community that is closing.

- The 5-year rule is still in effect. That does not mean that there is no chance to extend someone beyond 5 years. The first decision is with the local commander. If the local commander would like to extend a DAC beyond 5 years, then the recommendation is forwarded to Mr. Hall for final decision. Mr. Hall will base his decision on individual circumstances on a case-by-case basis. This is how it has been operating in the past, and there is no change planned due to Transformation. The policy for implementation of the 5-year rule is somewhat different for IMA than for USAREUR – USAREUR policy stipulates that no more than 25% of the total DAC workforce on rotation agreements can exceed 5-years, but IMA has no such policy.

IMA-EURO Synchronization Conference  
9 May 2006

Military Personnel Breakout Session

Moderator

*Spencer Howell*

Scribe

*Jeanne Wasko*

ISSUES:

Funding

Orders

- Assignment Instructions (AI) coming out for the in-theater moves is 120 days. Appears to be working.
- AI coming out of HRC is not working as efficiently, should be 90 days.
- Command emphasis needs to be placed on the process and on awareness and education.
- Identifying “holdovers” and the associated issue regarding C2 is currently being worked USAREUR G1, 1<sup>st</sup> PERSCOM, and the units. Goal is to have no holdovers if possible.
- Four Step Process
  1. Assignment Instructions (HRC if leaving theater, 1<sup>st</sup> PERSCOM if a move within USAREUR (AI).
  2. Soldier performs required tasks. (Ex. EFMP)
  3. PSB cuts the orders.
  4. Unit picks up orders and distributes orders to the Soldier.
- Units need to be actively involved.
- 1<sup>st</sup> PERSCOM is currently 2/3 deployed.
- USAREUR G1 has requested the funding from DA to move 2900 above the allotment for operational moves. Operational moves -funding is expected to arrive. If funds are received, priorities must first be established by units, G3, and the Garrison.
- No cost vs. full cost move – issue appears to be resolved. Assignments in question are currently part of 1st ID.

- IR2 briefings (as part of G3) identify units, moves, and provide visibility of Soldiers. This database can be queried for the status of Soldiers at the unit level and can identify any residual Soldiers and those that need to be assigned to a derivative UIC. Commander (LTC Everson) has been identified for 1<sup>st</sup> ID Trail Party ( given a derivative UIC)
- Currently there is a problem with short notice for transportation requirements, as Soldiers are not receiving orders until months after they have been dated. Also some Soldiers are waiting to the last minute to make transportation arrangements. These are unit leadership issues.
- DEROS- Soldiers trying to expedite to attend schools, etc. This is a transportation issue.
- Civilian Issues: Commanders involvement. Need to do a better job of including the civilian personnel impacts in the Synchronization process.
- Incentives to get people to move – must assess on a location by location basis.
- (EX) 12<sup>th</sup> Chemical move -Unit Cdr gave Soldiers the option to look at government quarters in Graf/Vilseck, didn't like the AFH, so many Soldiers went ahead and signed leases in the Graf/Vilseck area before receiving PCS orders from Wuerzburg. Result- Soldiers had housing at both locations that needed to be paid. Finance pays on official orders, not on a commanders memorandum. Left Soldiers with the requirement to pay two leases. This was an Operational move – unit was ordered to move, but the Soldiers didn't have individual PCS orders. Received at a later date, but were trying to PCS on unit orders. Soldiers can't move on unit orders, need timely issuance of individual PCS orders to support the unit move.

2nd IMA-EURO Synchronization Conference  
FY06 Stationing Actions  
9 May 2006

DUE OUTS

#	OPR	ICW	Task Description	Suspense
1	USAREUR G4		Clarify Commanders' Checklist for Inactivation tasks to reflect weapons/ammo/LBE turn-ins NET main body departure; small % of weapons/ammo/LBE retained for QRF, with turn-ins 30 days prior to E-date.	30-Jun-06
2	5th Sig Cmd		Provide feedback on wireless pilot (at 21st TSC) at next Synchron Conf.	Oct 06 (T)
3	IMA-EURO HR / 1st PERSCOM	DA / USAREUR G3	Develop guidance/procedures for transition of APO and PSB functions from 1st PERSCOM to IMA, to include who will cover down on functions in Wuerzburg AOR when PSB begins deployment preparation.	15-Jun-06
4	IMA-EURO Plans		Submit request for next GCC-E to include session on developing methods for increased communication/data sharing/cross-talking between GCs.	22-May-06
5	IMA-EURO Plans / USAREUR GR2	All	Develop FAQs/Lessons Learned for transformation that can be published to augment Commanders' Checklists.	30-Jun-06
6	IMA-EURO MWR		Submit request for next GCC-E to include session on retention incentives for NAF employees.	22-May-06
7	IMA-EURO Plans	USAREUR, Support Agencies	Evaluate creation of a Tiger Team to develop outcome-based performance metrics for community support to ensure desired outcomes are being achieved.	30-Jun-06
8	IMA-EURO PW		Determine if JSIDS equipment in closing facilities is owned by IMA-EURO or by Johnson Controls; ensure appropriate disposition and provide guidance to Garrisons.	30-Jun-06
9	IMA-EURO MWR	AAFES	Develop COAs for meeting Internet connectivity requirements for barracks.	30-Jun-06
10	IMA-EURO RCIO		Publish guidance on what SOP should be with regard to powering down/logging off office automation equipment at the end of each business day (not a Transformation issue).	30-Jun-06
11	IMA-EURO Log	USAG Heidelberg	Obtain the most current USAREUR G3 guidance on blocking, bracing, and tie down material and determine if new guidance needs to be published to support the movement/return of equipment to CONUS and publish guidance, if needed.	30-Jun-06
12	IMA-EURO Log		Publish implementing guidance (which is currently being staffed with U'R G4 and USAG DOLs) for USAG PBOs on the U'R message on installation property which was published in early May.	30-Jun-06
13	IMA-EURO Plans		Establish standard naming conventions for SIPR global addresses for USAGs.	30-Jun-06
14	IMA-EURO RM	USAREUR G8	Issue guidance to USAGs/units regarding transfer of funds to pay for HW disposal costs.	30-Jun-06
15	IMA-EURO Log	21st TSC	Determine if there is a plan in place for the disposition of containers (e.g. conex containers) and provide guidance to Garrisons.	30-Jun-06